

**Provisional until next meeting.**

**British Model Flying Association, Devon Sub-Area.**

Devon Sub-Area Ordinary Meeting, 23<sup>rd</sup> March 2011, Masonic Lodge, Okhampton.

**Minutes**

**Present**

Roger Stone	Chairman	Exeter & District RCC
Nick Roach	Secretary	Teign Valley MFC*
Pete Disney	BMFA Sub-Area Delegate	RNMA
Geoffrey Bell	ASC	Newton Abbot Heli Club*
Dave Spanton	Treasurer	Plymouth Helis
Nigel Rollason		Exeter & District RCC*
Neil Coventry		Plymouth Helis
Dave Attis		Plymouth Helis*
Pat Ridley		Plymouth Helis
Loris Goring		Riviera Thermal SC*
Alan Belcher		Torbay and District RFC*
Frank Bartlett		Tavistock Model FC*
Trevor Slater		Plasterdown FA*
Peter Robertson		Marsh Mills Helis*
Peter Reid		Castor MFC*

\* Indicates voting member

**AGENDA**

1. Verification of voting strength.
2. Apologies for absence.

Apologies for absence have been received from ~

3. Chairman's address.
4. Read and adopt the Minutes of the ordinary Sub-Area meeting held on 13<sup>th</sup> October 2010. (Enclosed).
5. Matters/Actions arising from the meeting held on 13<sup>th</sup> October.
6. Committee Officers Reports~  
Order~ Chairman, Secretary, Area Delegate, ASC, Treasurer.
7. Agenda Items
  - a) The rules for grants should be made more watertight to ensure monies are used for the promotion of model flying.

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- b) There will be no payment made should a club deviate in any way from the rules.
  - c) The club should advertise the events in the BMFA news and model press, this to be done 3 months in advance.
  - d) That we further discuss the possibility of moving some of the BMFA Sub-Area meetings further South, to encourage higher turnout.
  - e) That at the end of each financial year, all excess funds be distributed back to the member clubs in the area.
  - f) That the sub-area purchase a recording device for the secretary's use at area meetings.
  - g) That we discuss and clarify what constitutes an Event that would qualify for a grant application.
  - h) That we discuss Educational Grants.
  - i) The ASC could explain why Felix Martin was not ratified by council as an ACE for the Devon Sub-Area. Why was this, and who made the decision.
  - j) That we discuss and agree on a system of confirming who has their clubs authority to vote at area meetings, and not simply that they are the only member present. Members may have been removed from delegate status and their club may not wish them to vote on their behalf.
  - k) To confirm that any reports of any Area meetings be submitted to Leicester by the Sub-Area Secretary only.
  - l) Re-Definition of the rules governing the actions of the officers of the committee.
  - m) Adjustment of the amount payable for an event.
  - n) Clarify the payment of expenses to delegates and officers.
  - o) To set limits on the number of events that any one club can claim for in one year.
8. Any Other Business.
9. Provisional date of next meeting Wednesday 15<sup>th</sup> June 2011 at The Masonic Lodge, Okhampton.

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**MINUTES**

The meeting was opened at 19.32

**1. Verification of voting strength.**

*Voting Strength was confirmed as 10.*

**2. Apologies for absence.**

*Apologies for absence have been received from ~*

*Joe Spires*

*John Hacker*

*Geoff Stubbings*

**3. Chairman's address.**

*The chairman's address is included in Appendix A of these minutes.*

**4. Read and adopt the Minutes of the ordinary Sub-Area meeting held on 13<sup>th</sup> October 2010.**

*The Minutes of the meeting held 13<sup>th</sup> October 2010 were confirmed as accurate.*

**5. Matters/Actions arising from the meeting held on 13<sup>th</sup> October.**

*No Matters or Actions arising.*

**6. Committee Officers Reports~**

**Order~ Chairman, Secretary, Area Delegate, ASC, Treasurer.**

*The reports of the officers of the committee are included in Appendix B of these Minutes*

**7. Agenda Items**

**a) The rules for grants should be made more watertight to ensure monies are used for the promotion of model flying. - Loris Goring**

*Item was discussed and voted on under Item g.*

**b) There will be no payment made should a club deviate in any way from the rules. - Loris Goring**

*Item was discussed briefly, the rules for applying for a grant are clear and should be followed.*

**c) The club should advertise the events in the BMFA news and model press, this to be done 3 months in advance. - Loris Goring**

*Item was discussed, but with consideration of the fact that the BMFA magazine requires up to 9 months notice for inclusion in its publications, it was not considered feasible. *Item was withdrawn.**

**d) That we further discuss the possibility of moving some of the BMFA Sub-Area meetings further South, to encourage higher turnout. - Loris Goring**

*Item was discussed, several proposals of venues were received that would not be detrimental to the Sub-Area Budget. The Officers will confirm prices and availability of venues further*

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*South and report back at the next Ordinary Meeting. Carried Unanimously.*

- e) **That at the end of each financial year, all excess funds be distributed back to the member clubs in the area.** - Peter Robertson

*Head Office was consulted, enclosed quote from Robin Sleight:*

*“I don't think that either I [Robin] or Dave Phipps responded to your query about whether Point 1 (to carve up residual funds between clubs) was legal. The response below from Dave covers the point. In short it is not, as it is not a "reasonable expense" as covered by the BMFA constitution.” Item was withdrawn.*

- f) **That the sub-area purchase a recording device for the secretary's use at area meetings.** - Peter Robertson

*Nick Roach [Secretary] confirmed it was a very good idea, and as such had already acquired such a device. A vote was taken that the device becomes property of the BMFA once Nick is reimbursed. Carried Unanimously.*

- g) **That we discuss and clarify what constitutes an Event that would qualify for a grant application.** - Roger Stone

*The following description of an event was put forward by the Chairman:*

*“A competition or Fun Fly, (the content of which has been generally advertised, either locally or nationally), which is organised and run by the members of a BMFA affiliated club in the Devon Sub-Area. The event will be open to all BMFA members and the general public if they so wish. If a grant is approved it may be spent in any manor the club wishes.”*

*This was generally agreed upon, then the ensuing discussion added that each Event Grant will require individual approval from the committee at an Ordinary Meeting or AGM. Carried: 9 for, 1 against.*

- h) **That we discuss Educational Grants.** - Roger Stone

*The following description of an Educational Grant was put forward by the Chairman:*

*“The purpose of the Educational Grant is to assist in the purchase of any educational materials that might be required. (A single club member turning up with a laptop and a flight simulator will not qualify).*

*Following Contact with an outside body such as the Scouts, a school or an ATC squadron, a BMFA affiliated club organises a lecture on the theory and/or a practical demonstration of model aircraft flight. This will involve 2 or more club members participating.”*

*This was generally agreed upon, then the ensuing discussion added an item for the BMFA Delegate [Pete Disney] to confer with head office regarding extra funding for Educational Materials. Carried Unanimously*

- i) **The ASC could explain why Felix Martin was not ratified by council as an ACE for the Devon Sub-Area. Why was this, and who made the decision.** - Neil Coventry

*Item covered in ASC's report, Appendix B of these Minutes.*

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- j) **That we discuss and agree on a system of confirming who has their clubs authority to vote at area meetings, and not simply that they are the only member present. Members may have been removed from delegate status and their club may not wish them to vote on their behalf. - Neil Coventry**  
*A discussion ensued of various way of confirming the Delegate was approved by his or her club, and was casting the vote on behalf of the Club. However no single system was considered workable, and we will retain the current system of signing in on arrival at the meeting.*
- k) **To confirm that any reports of any Area meetings be submitted to Leicester by the Sub-Area Secretary only. - Neil Coventry**  
*Confirmed as accurate, minutes generated by the Sub-Area Secretary will be sent to Head Office.*
- l) **Re-Definition of the rules governing the actions of the officers of the committee. - Roger Stone**  
*The following definition was put forward by the Chairman:*  
  
*“No Officer of the Devon Sub-Area committee shall initiate any action that will affect the constitution or the running of the Sub-Area or its finances without first seeking and getting approval for such actions by a 'yes' vote from the Sub-Area committee members at a Sub-Area meeting.”*
- m) **Adjustment of the amount payable for an event. - Roger Stone**  
*It was proposed that the grant for a flying event be moved up to £40 to bring us into line with Cornwall. The sum for an Educational Event to remain at £30. This was discussed and considered fair. *Carried Unanimously**
- n) **Clarify the payment of expenses to delegates and officers. - Roger Stone**  
*A discussion followed on the problem of claiming expenses when a person is both a delegate and an Officer of the committee. A proposal was put forward that Officers should get their expenses settled regardless of their Club Delegate position. *Carried Unanimously**  
  
*Another proposal was put forward at this point that all Club Delegates should also get their expenses paid by BMFA. After some discussion, it was considered that the Sub-Area budget could simply not withstand this.*  
  
*Further discussion led to the conclusion that ALL payments made by and on behalf of the Sub-Area **MUST** pass a vote of the quorum present at an ordinary meeting or AGM. *Carried Unanimously**
- o) **To set limits on the number of events that any one club can claim for in one year. - Roger Stone**  
*A proposal was put forward that no club may make more than 3 claims for events in any financial year. This was discussed, but it was considered that the existing procedure [Set at the AGM, and further refined in Item g of these Minutes] was satisfactory.*

**8. Any Other Business.**

*One Item regarding grants for Planning fees for club fields was considered, but will be*

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*moved forward to the next meeting.*

*Pete Disney has typed up a club contact list from the information freely available on the BMFA web site, This is available in Appendix C of these minutes.*

- 9. Provisional date of next meeting Wednesday 15<sup>th</sup> June 2011 at Room 2. Buckfastleigh Town Hall, Bossell Road, Buckfastleigh, TQ11 0DD.**

Meeting was closed at 22.28, the Chairman thanked all present for their attendance.

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**APPENDIX A**

**Chairman's Address**

Firstly let me welcome all the committee members who have turned up tonight. I know it is a long way to come for some and also expensive due to the cost of fuel but I hope we can address this issue during the course of the meeting.

This is the first meeting of the year and also my first as Chairman; we also have a brand new Secretary. The meetings held last year were in most cases rather volatile affairs; I hope that this year there will not be cause for such arguments and disagreements among members to surface again.

To that end I intend to lay down a few rules as to the conduct of meetings.

Firstly, all input from the members will be addressed through the chair. To assist the Secretary in accurately reporting the minutes of the meeting, please give your name and the club you represent each time before speaking and then only when you have been acknowledged as wanting to contribute to the debate, We do not want someone a few months down the line saying they were never aware of a particular proposal do we.

Secondly, there will be no talking across each other or whilst the acknowledged member is having their say. I will endeavour to give both sides of any discussion equal time to make their points before we vote on anything.

Finally, I will not tolerate any personal slanging matches; we are after all supposed to be grown up responsible adults so we should behave like one.

There is a misconception that the Officers of the committee have no teeth to control unruly behaviour, this is far from the case. There is a little read paragraph under the Sub Area constitution, entitled- membership. The last section, no 5, states:- the committee shall not have the power to determine the membership of any of its member clubs, But, and here is the relevant part, in the case of persistent or gross breaches of the committees regulations the committee shall report the offender to the society.

Before we have to take such drastic action as to expel any attendee. I hope everyone will consider these rules of conduct and calm down. I sincerely hope that we never have to descend to this, but it is up to the members present to control themselves.

On this note I will now shut up and get on with the agenda for this meeting as we have a lot to get through.

Over to Nick.

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## **APPENDIX B**

### **Chairman's Report**

Although I have only been Chairman since December I have already had a number of issues to address, principally relating to interpretations of the Sub Area Constitution and our local rules relating to the operation of the Area.

It was very unfortunate that due to the pressure of work, Graham Hill, our last Secretary, was unable to publish full minutes of the meetings held in 2010, although at the time that various proposals were voted on and passed everyone was fully aware of what was meant, as time passed and because of the vagueness of the minutes these resolutions have become open to differing interpretations.

You will have seen from the agenda for this meeting that there are several proposals on it that you have already addressed and voted on in the past year. I would like to visit these items once more, and hopefully for the last time, so that we can get them fully minuted and revised if necessary to make the conditions attached to them more specific to eliminate possible miss interpretations in the future.

I have consulted with the BMFA Executive over these issues and have received confirmation that although the items voted on at council meetings of the BMFA in Leicester cannot be readdressed for at least 2 years after they have been approved; there is nothing in the Area or Sub Area constitution that prevents us from doing this immediately.

After this meeting I sincerely hope that we will have resolved all the outstanding issues concerning the constitution and from now on we can concentrate on issues that directly affect our area and the clubs within it, as is our prime responsibility.

### **Secretaries Report**

Very Little to report, as I am still finding my feet really. Early distribution efforts were hampered by an incomplete contacts list, though I have just had the new clubs list from the BMFA, so I should have an accurate up to date contacts list ready for the minutes of this meeting to go out.

*(Note to self, be sure to actually attach the minutes to the email!)*

### **Cornwall and Devon Sub-Areas Delegate Report**

1.

Since the AGM and the action placed on me at the meeting I have worked with the BMFA Exec to refine the Sub Area Constitution to address the ambiguities that were highlighted on the night (whilst retaining the intended flexibility). The amended Sub Area Constitution was passed at Full Council on 8 January. In reality it hasn't changed anything for Devon because we had already decided to operate that way.

2.

I have also attended an Areas Council meeting at Chacksfield house and 2 meetings in Cornwall. Provisional minutes of the BMFA meetings at Leicester are available here: <http://www.bmfa.org/meetings/>. Detail has also been distributed with Club Bulletins.

3.

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Some additional points to note not covered above:

- Amendments to the Sub Area Constitution to remove ambiguities highlighted during the Devon AGM and accepted by Areas Council in January will be carried forward to full Area Constitutions etc.
- There is an ongoing action across the board to look at AS Test records and Examiner status/currency/retention of the qualification.
- BMFA AGM has had to be shifted back to 12 Nov 11.
- Event info can be passed to Chris Bromley for inclusion in the BMFA calendar, turn around for publication is approximately 3 days.
- The next Full Council meeting 21 May 11 and Areas Council meeting is 24 Sep 11.

## **ASC's Report**

I would like to point out that there are numerous changes to the A and B test procedures which are explained in the Club bulletin issues 199 and 200. If anyone has not seen it please contact your club secretary for a copy. I have prepared a handout which should help with locating examiners in our area to carry out any tests. Please contact me if there are any problems.

This is a memory jogger extracted from BMFA Handbook.

Any Model flyer who is insured can use the BMFA Achievement Scheme along with BMFA members or NONE BMFA members they can be tested for any discipline at "A" level by any one BMFA club examiner (H) or (FW).

Two examiners are required for the B test; one examiner must hold the discipline which is being examined.

CLUB EXAMINER candidate must have held a "B" certificate in their chosen discipline for 6 months.

Test to be taken by an AREA CHIEF EXAMINER in that discipline.

AREA CHIEF EXAMINER appointment procedure.

The Area is to decide if an additional A.C.E. is required for a certain discipline.

1)

Then to find a suitable candidate, he/she must have been an examiner for 2 years in

2)

the discipline required.

Before the presentation of a potential candidate to an Area meeting there must be a

3)

consultation between the Achievement Scheme Coordinator and the Scheme Controller so his experience can be appraised by the Area.

An Area vote is then taken 2/3 majority of the voting committee. If successful the

4)

candidate is to provide a CV which is accompanied with a Proposal form raised by the Area and sent to Head Office, usually by the Achievement Scheme Coordinator. The paperwork is processed; if all is OK the proposal will be put on the agenda for the next Areas Council Meeting where the Scheme Controller will pass on his comments on the candidate's record of activity. At this meeting the votes will decide the outcome.

Trying to get back in line with the procedure to have an extra A.C.E Felix Martin, I have had

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a consultation with the BMFA Controller R/C Power Achievement Scheme as I am required to do. He feels that Felix would benefit with some further experience.

With the consultation in mind Felix has agreed to accompany me, and hopefully any of the other A.C.E's. when tests are required. Felix is supportive of this action.

(Examiner Meeting Cornwall 3rd April)

I also explained the actual requirement to have an extra Area Chief Examiner (FW) in our Area at the moment is not an urgent one. As we all know once individual club examiners are in place, the requirements for A.C.E's reduce to club examiner level tests.

Chief Examiner update

Steve Vine CE(FW) has now been ratified as a Cornwall Sub-Area Chief Examiner (FW) he can operate between two sub areas under the two sub area Achievement Scheme Co-Ordinators, his residency as an Area Chief Examiner is not an issue; he can carry out the normal testing procedure conditions, we can now cover North of A30 CE(FW).

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### Treasurers Report and YE

Please find below copy of accounts for YE 31 March 2011

These accounts have been audited by Trevor Slater (Plasterdown) and, in the absence of Simon Pine, Frank Bartlett (Tavistock).

Date	Income		Bank Trans (In)		Expenditure				Bank Trans (Out)		Shown on Statement
	Description	Value	Date	Value In	Type Code	Description	Value	Recpt No	Value out	Cheque No	
01/04/10	Opening Balance	£ 1,460.10		£1,460.10							01/10/11
06/04/10					HI	Hire of Hall (meeting 21/4/2010)	£30.00	01/10/11	£30.00	100001	02/10/11
21/04/10					MS	Coffee, Tea, Milk & Sugar	£11.20	02/10/11	£11.20	100002	03/10/11
26/04/10	BMFA funding for 2010/11	£706.51	26/04/10	£706.51							02/10/11
08/06/10					HI	Hire of Hall (meeting 14/7/2010)	£30.00	03/10/11	£30.00	100003	04/10/11
14/07/10					GR	Events Grant (TMFC)	£30.00	04/10/11	£30.00	100004	05/10/11
14/07/10					GR	Events Grant (Plymouth Hell's)	£30.00	05/10/11	£30.00	100005	09/10/11
20/08/10					HI	Hire of Hall (meeting 13/10/201)	£30.00	06/10/11	£30.00	100006	06/10/11
26/08/10					GR	Events Grant (DSSC)	£30.00	07/10/11	£30.00	100007	07/10/11
12/10/10					GR	Events Grant (TMFC)	£30.00	08/10/11	£30.00	100008	08/10/11
13/11/10					HI	Hire of Hall (AGM 8/12/2010)	£30.00	12/10/11	£30.00	100009	09/10/11
13/11/10					TR	Trav Exp (2 meetings, Treasurer)	£21.30	13/10/11			
13/11/10					PO	Postage (Treasurer)	£2.05	13/10/11			
13/11/10					MS	Provisions for mtngs (Treasurer)	£2.58	13/10/11	£25.93	100010	10/10/11
01/12/10					PO	Book of 12 Postage Stamps	£4.67	10/10/11			
05/12/10					MS	Provisions for AGM (Treasurer)	£11.67	11/10/11	£16.34	100013	
08/12/10					TR	Trav Exp (AGM, Area Delegate)	£14.40	14/10/11	£14.40	100011	10/10/11
26/02/11					HI	Hire of Hall (meeting 23/3/2011)	£30.00		£30.00	100012	
22/03/11					GR	Events Grant X 3 (Plymouth Hell's)	£90.00	15/10/11	£90.00	100014	
22/03/11					GR	Event Grant (DSSC)	£30.00	16/10/11	£30.00	100015	
Current Period Totals		£706.51		£706.51			£457.87		£457.87		
Opening Balance (@ 01/04/2010)		£1,460.10	Bank In - out			£248.64	Expenditure to go				
Total Income in Period		£706.51									
Total Expenditure in Period		-£457.87	Cheques			£0.00					
Current Balance		£1,708.74	Cash			£0.00	Check Sum			£1,708.74	
							Difference			£0.00	

SUMMARY OF INCOME (this period)		SUMMARY OF EXPENDITURE (this period)				Meeting Dates	
Description	Value	Type	Description	Expendtr to Go	Actual Expendtr		
BMFA Funding (2010/11)	£706.51	TR	Travelling Expenses	£37.20	£35.70	OGM	21/04/10
		GR	Grants for events	£30.00	£240.00	OGM	14/07/10
		ST	Stationery	£0.00	£0.00	OGM	13/10/10
		PO	Postage	£0.00	£6.72	AGM	08/12/10
		TE	Telephone	£0.00	£0.00	OGM	23/03/11
		HI	Hire of meeting venue	£0.00	£150.00		
		MS	Provisions for refreshmts @ meetgs	£0.86	£25.45	BMFA AGM	20/11/10
	£706.51			£68.06	£457.87		